



## Project Leader/プロジェクトリーダー (Minimum 7MYen) New Opportunity

世界的な医薬品受託製造企業でプロジェクトリーダー

### 募集職種

#### 採用企業名

アルマック・ファーマシューティカル・サービス株式会社

#### 求人ID

1024079

#### 会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

#### 外国人の割合

外国人 少数

#### 勤務形態

正社員

#### 勤務地

東京都 23区, 港区

#### 最寄駅

銀座線、 虎ノ門駅

#### 給与

700万円 ~ 経験考慮の上、応相談

#### 勤務時間

10 am - 7 pm

#### 更新日

2020年09月17日 00:00

### 応募必要条件

#### 職務経験

6年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル (英語使用比率: 50%程度)

#### 日本語レベル

ネイティブ

#### 最終学歴

大学卒: 学士号

#### 現在のビザ

日本での就労許可が必要です

### 募集要項

- Lead and manage the activities of the project team at all stages of the project, coordinating tasks and ensuring completion in line with the timelines agreed on the project plan.

- Liaise with the customer to determine project requirements.
  - Act as the primary point of contact for customers including addressing queries, regular updates, advice throughout a project, meetings, etc.
  - Assist with customer budget management.
  - Plan and ensure the proper resource allocation.
  - Communicate internally and coordinate alignment across departments, facilities and divisions when required.
  - Set up and approve protocol and site details on Almac's ERP system for each new project.
  - Conduct risk assessments and mitigate these risks.
  - Support the Business Development team: generating project plans to support proposals, notify them of change requests, etc.
  - Review quality issues and address them.
  - Ensure proper documentation such as Technical Agreements, meeting minutes, etc.
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#### スキル・資格

- Degree: Life Science/ Business
- Min 6 years of experience in project management experience: pharmaceutical/ logistics/ client-facing experience preferred
- Able to communicate in written and verbal Japanese and English (business level) because of international interaction
- Adaptable mindset

Please note that the office is currently on work-from-home arrangements; initial interviews will be held via video conference.

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#### 会社説明

##### **Partnering to Advance Human Health**

The Almac Group is an established contract development and manufacturing organisation that provides an extensive range of integrated services to the pharmaceutical and biotech sectors globally. The services range from R&D, biomarker discovery development and commercialisation, API manufacture, formulation development, clinical trial supply, IXRS® technology (IVRS/IWRS) through to commercial-scale manufacture.

The international company is a privately owned organisation that has organically grown over almost 50 years and now employs over 5,000 highly skilled personnel. Almac is headquartered in Craigavon, Northern Ireland with operations in the UK, Ireland, across the US (Pennsylvania, North Carolina and California) and in Asia (Tokyo and Singapore).